

**Division of Drinking Water**  
**Checklist for New Public Drinking Water Wells**  
(Per Utah Administrative Code, Rule *R309-515-6*)

System Name: \_\_\_\_\_ System Number: \_\_\_\_\_

Well Name & Description: \_\_\_\_\_

**1. Approval to Drill the Well**

- ☐ Project Notification Form
- ☐ Preliminary Evaluation Report (PER) concurrence
- ☐ Well drilling specifications and plans
- ☐ Valid Start Card or authorization to drill letter from the Division of Water Rights

**2. Approval to Equip the Well**

- ☐ Project Notification Form
- ☐ Well location data
- ☐ Certification of well seal
- ☐ Well driller's report (well log)
- ☐ Aquifer drawdown test results (step drawdown test & constant-rate test) for well yield determination
- ☐ Chemical analyses of the well water
- ☐ Plans and specifications for equipping the well
  - ☐ Pump information (e.g., pump specifications, pump curve & operating point, motor information, etc.)
  - ☐ Well head discharge piping
  - ☐ Well house design

**3. Operating Permit to Introduce the Well Water**

- ☐ Documentation of valid water right(s)
- ☐ Design engineer's statement of conformance with approval conditions
- ☐ Design engineer's statement of conformance with the Rule for any deviation from the plan approval
- ☐ Evidence of O&M manual delivery
- ☐ As-built drawings
- ☐ Recorded land use agreements or documentation that the requirements for coverage under the City/County source protection ordinance have been met
- ☐ Satisfactory bacteriological results